

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families

Program Office: Office of Refugee Resettlement (ORR)

Funding Opportunity: Final Notice of Fiscal Year 2006 Final Formula Allocations for Targeted Assistance Grants to States for Services to Refugees.

Announcement Type: Initial

Funding Opportunity Number: HHS-2006-ACF-ORR-TA-0116

CFDA Number: 93.584

ACTION: Notice of availability of final allocations for Fiscal Year (FY) 2006 targeted assistance grants to States for services to refugees in local areas of high need.

[CFDA No. 93.584, Refugee and Entrant Assistance – Targeted Assistance Grants]

Executive Summary: This final notice announces the availability of funds and award procedures for FY 2006 Targeted Assistance Program (TAP) grants to States for services to refugees under the Refugee Resettlement Program (RRP). These grants are for service provision in localities with large refugee populations, high refugee concentrations, high use of public assistance, and where specific needs exist for supplementation of currently available resources.

Qualification of counties for eligibility for TAP grants is determined once every three years as stated initially in the FY 1999 Notice of Proposed Availability of Targeted Assistance Allocations to States, which was published in the Federal Register on March 10, 1999 (64 Federal Regulations 11927). The FY 2005 – FY 2007 three-year project cycle began in FY 2005. FY 2005 was the year for the re-qualification of counties for the three-year project cycle (FY 2005, FY 2006, and FY 2007) for TAP funds.

The FY 2006 final notice includes 47 of the 48 counties qualified in FY 2005. One county, Davidson County in Tennessee, withdrew from the TAP. The State of Tennessee informed ORR of its desire to voluntarily withdraw from the program after the FY 2005 awards were issued. Qualifications of the 47 remaining counties were based on the arrivals of refugees (see Footnote 1, eligible populations) during the five-year period from FY 2001 through FY 2005 (October 1, 2000 – September

30, 2005). The FY 2006 TAP populations, TAP allocations by State, and targeted assistance areas in the 26 States eligible for TAP funds are listed in this final notice in Table 1, Table 2, and Table 3.

APPLICATION DEADLINE: The deadline for applications for formula targeted assistance is Monday, September 22, 2006.

FOR FURTHER INFORMATION CONTACT: Kathy Do, Division of Budget, Policy and Data Analysis (DBPDA), (202) 401-4579; e-mail: kdo@acf.hhs.gov.

SUPPLEMENTARY INFORMATION:

I. Purpose and Scope

This notice announces the final allocations for FY 2006 funds for targeted assistance program (TAP) grants for services to refugees (see Footnote 1, eligible populations) in counties where, because of factors such as unusually large refugee populations, high refugee concentrations, and high use of public assistance, there exist and can be demonstrated a specific need for supplementation of resources for services to this population.

The Office of Refugee Resettlement (ORR) has available \$48,556,814 (after rescission) in FY 2006 funds for the TAP as part of the FY 2006 appropriation under the Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act 2006 Public Law (P.L.) No. 109-149).

The Director of the Office of Refugee Resettlement (ORR) will allocate the

\$48,556,814 in targeted assistance funds as follows:

- \$43,731,190 to States under the five-year (October 1, 2000 – September 30, 2005) population formula, as set forth in this final notice.
- \$4,859,000 which was reduced by a U.S. Department of Health and Human Services (HHS) transfer of funds in the amount of \$33,376 under the Secretary's one percent transfer authority to \$4,825,624 to States under a new program announcement which closed on May 22, 2006, for grant awards under the discretionary grant program.

The purpose of targeted assistance grants is to provide, through a process of local planning and implementation, direct services intended

to result in the economic self-sufficiency and reduced welfare dependency of refugees through job placements.

The TAP reflects the requirements of section 412(c)(2)(B) of the Immigration and Nationality Act (INA), (8 U.S.C. § 1522(c)(2)(B)), which provides that targeted assistance grants shall be made available "(i) primarily for the purpose of facilitating refugee employment and achievement of self-sufficiency, (ii) in a manner that does not supplant other refugee program funds and that assures that not less than 95 percent of the amount of the grant award is made available to the county or other local entity."

II. Authorization

TAP is funded under the authority of section 412(c)(2) of the Immigration and Nationality Act (INA), as amended by the Refugee Assistance Extension Act of 1986 (P.L. No. 99-605), (8 U.S.C. § 1522(c)(2)(B)); section 501(a) of the Refugee Education Assistance Act of 1980 (Pub. L. No. 96-422), (8 U.S.C. § 1522(c)(2)(B)), note, insofar as it incorporates by reference with respect to Cuban and Haitian entrants the authorities pertaining to assistance for refugees established by section 412(c)(2) of the INA, as cited above; section 584(c) of the Foreign Operations, Export Financing, and Related Programs Appropriations Act, 1988, as included in the FY 1988 Continuing Resolution (P.L. 100-202), insofar as it incorporates by reference with respect to certain Amerasians from Viet Nam the authorities pertaining to assistance for refugees established by section 412(c)(2) of the INA, as cited above, including certain Amerasians from Viet Nam who are United States (U.S.) citizens, as provided under title II of the Foreign Operations, Export Financing, and Related Programs Appropriations Acts, 1989 (P.L. 100-461), 1990 (P.L. 101-167), and 1991 (P.L. No. 101-513); section 107(b)(1)(A) of the Trafficking Victims Protection Act of 2000 (P.L. 106-386), as amended by the Trafficking Victims Protection Reauthorization Act of 2003 (P.L. 108-193), insofar as it states that a victim of a severe form of trafficking and certain other specified family members shall be eligible for Federally funded or administered benefits and services to the same extent as a refugee.

III. Client and Service Priorities

Targeted assistance funding must be used to assist refugee families achieve economic independence. To this end, States and counties are required to ensure that a coherent family self-sufficiency plan (FSSP), employment development plan (EDP), or individual employability plan is developed for each eligible family that addresses the family's needs

from the time of arrival until the attainment of economic independence. (See 45 CFR 400.79, 400.156(g), and 400.317). Each FSSP or EDP employment development plan should address a family's needs for both employment-related services and other needed social services. The plan must include: (1) a determination of the income level a family would have to earn to exceed its cash grant and move into self-support without suffering a monetary penalty; (2) a strategy and timetable for obtaining that level of family income through the placement in employment of sufficient numbers of employable family members at sufficient wage levels; (3) employability plans for every employable member of the family; and (4) a plan to address those social services needs that may be barriers to the family's self-sufficiency. In local jurisdictions that have targeted assistance and refugee social services programs, one FSP may be developed for a family that incorporates both targeted assistance and refugee social services.

Services funded through the targeted assistance program are required to focus primarily on those refugees who, either because of their protracted use of public assistance or difficulty in securing employment, continue to need services beyond the initial years of resettlement. States may not provide services funded under this notice, except for referral and interpreter services, to refugees who have been in the U.S. for more than 60 months (five years) (see 45 CFR 400.315).

In accordance with 45 CFR 400.314, States are required to provide targeted assistance services to refugees in the following order of priority, except in certain individual extreme circumstances: (1) Cash assistance recipients, particularly long-term recipients; (2) Unemployed refugees who are not receiving cash assistance; and (3) Employed refugees in need of services to retain employment or to attain economic independence.

In addition to the statutory requirement that TAP funds be used "primarily for the purpose of facilitating refugee employment" (Section 412(c)(2)(B)(i) of the INA), funds awarded under this program are intended to help fulfill the congressional intent that "employable refugees should be placed on jobs as soon as possible after their arrival in the United States" (Section 412(a)(1)(B)(i) of the INA). Therefore, in accordance with 45 CFR 400.313, targeted assistance funds must be used primarily for employability services designed to enable refugees to obtain jobs with less than one year's participation in the TAP in order to achieve economic self-sufficiency as soon as possible. Targeted assistance services may continue to be provided after a refugee has entered a job to help the refugee retain

employment or move to a better job. Targeted assistance funds may not be used for long-term training programs such as vocational training that last for more than a year or educational programs that are not intended to lead to employment within a year.

In accordance with 45 CFR 400.317, if targeted assistance funds are used for the provision of English language training, such training, (ELT) must be provided in a **concurrent**, rather than sequential, time period with employment or with other employment-related activities.

A portion of a local area's allocation may be used for services that are not directed toward the achievement of a specific employment objective in less than one year but that are essential to the adjustment of refugees in the community, provided such needs are clearly demonstrated and such use is approved by the State (see 45 CFR 400.316).

Reflecting Section 412(a)(1)(A)(iv) of the INA, States must "ensure that women have the same opportunities as men to participate in training and instruction." Additionally, in accordance with 45 CFR 400.317, services must be provided to the maximum extent feasible in a manner that includes the use of bilingual/bicultural women on service agency staff to ensure adequate service access by refugee women. The Director of ORR also strongly encourages the inclusion of refugee women in management and board positions in agencies that serve refugees. In order to facilitate refugee self-support, the Director also expects States to implement strategies that address simultaneously the employment potential of both male and female wage earners in a family unit. States and counties are expected to make every effort to obtain child care services, preferably subsidized child care, for children in order to allow women with children the opportunity to participate in employment services or to accept or retain employment. To accomplish this, child care may be treated as an employment-related service under the TAP. Refugees who are participating in targeted assistance-funded or social services-funded employment services or have accepted employment are eligible for child care services for children. States and counties are expected to use child care funding from other publicly-administered programs such as child care services funded under the Temporary Assistance for Needy Families (TANF) Program or under the Child Care and Development Block Grant (CCDBG) Program as a primary resource. States and counties are encouraged to work with service providers to ensure mainstream access for refugees to other publicly funded resources for child care. For an employed refugee, targeted assistance-funded child care should be limited to situations in which **no** other publicly funded child care

funding is available. In these cases, child care services funded by targeted assistance should be limited to one year after the refugee becomes employed.

In accordance with 45 CFR 400.317, targeted assistance services must be provided in a manner that is culturally and linguistically compatible with a refugee's language and cultural background, to the maximum extent feasible. In light of the increasingly diverse population of refugees who are resettling in this country, refugee service agencies will need to develop practical ways of providing culturally and linguistically appropriate services to a changing ethnic population. Services funded under this notice must be refugee-specific services that are designed specifically to meet refugee needs and are in keeping with the rules and objectives of the refugee program. Short-term vocational or job-skills training, on-the-job training, or ELT, however, need not be refugee-specific.

ORR strongly encourages States and counties when contracting for targeted assistance services, including employment services, to give consideration to the special strengths of mutual assistance associations (MAAs), whenever contract bidders are otherwise equally qualified, provided that the MAA has the capability to deliver services in a manner that is culturally and linguistically compatible with the background of the target population to be served. ORR also strongly encourages MAAs to ensure that their management and board composition reflect the major target populations to be served.

ORR defines MAAs as organizations with the following qualifications:

- a. The organization is legally incorporated as a nonprofit organization; and
- b. Not less than 51 percent of the composition of the Board of Directors or governing board of the MAA is comprised of refugees or former refugees, including both refugee men and women.

Finally, in order to provide culturally and linguistically compatible services in as cost-efficient a manner as possible in a time of limited resources, ORR strongly encourages States and counties to promote and give special consideration to the provision of services through coalitions of refugee service organizations, such as coalitions of MAAs, voluntary resettlement agencies, or a variety of service providers. ORR believes it is essential for refugee-serving organizations to form close partnerships in the provision of services to refugees in order to be able to respond adequately to a changing refugee environment. States and counties are encouraged to consider public or private non-profit

agencies, which may include faith-based, refugee or community-based organizations, as eligible for TAP funds. Additionally, coalition-building and consolidation of providers is particularly important in communities with multiple service providers in order to ensure better coordination of services and maximum use of funding for services by minimizing the funds used for multiple administrative overhead costs.

The award of funds to States under this Final Notice will be contingent upon the completeness of a State's applications received in ORR no later than September 5, 2006, as described in Section VIII, below.

IV. Comments Received and Responses

ORR received comments from three States in response to the Proposed Notice for Formula Targeted Assistance (TA) Programs Allocations.

Comment: One State requested that ORR include the refugee arrivals for one of its counties that did not qualify in the qualifying round in FY 2005 because the non-qualified county is part of an affected tri-county services area.

ORR response: ORR cannot comply with the State's request. The county was not eligible for TA funding for the three-year allocation cycle that commenced in FY 2005, and therefore cannot be considered a TA-eligible county through FY 2007. ORR will consider these counties in the next qualifying cycle, which will begin in FY 2008.

Comment : One State requested that ORR use the number of people granted asylum by the United States Citizenship and Immigration Services (USCIS) to determine TA formula allocations versus requesting that States provide the data to ORR regarding the number of asylees served in its social services system because gathering and maintaining asylee data is a significant workload for the State. Using the USCIS asylee data would be consistent with the current practice of using refugee arrival data to allocate TA to States.

ORR response : A majority of the States voted to submit their asylee data directly to ORR during the planning stage for development of the FY 2006 TA allocations; therefore it is the mechanism used by ORR to gather asylee data for the FY 2006 allocation to States as reflected in this Final Notice.

Comment : One State expressed its concerns about the difficulties in categorizing Cuban and Haitian entrants who may have more than one valid status due to the circumstances of their entry in the U.S. Some may have been placed in removal proceedings, been paroled, and later become an asylum applicant. The documentation presented by the

client at intake is the documented status in their file. Thereafter, the State indicated that it does not have access to any process to receive information to update the client's status in the event that his or her status is changed.

Response : While receiving benefits or services, it is the client's responsibility to inform his or her caseworker of any change in circumstances that may affect eligibility, including a change in immigration status. The State needs to remind its social services staff and providers of this requirement.

Comment: The above commenter inquired how submissions of State-provided data on entrant clients are accepted or rejected for inclusion in the formula allocations.

Response: ORR described the process of data matching of State data submissions and explained the steps used by ORR in verifying State data submissions during a conference call with the States convened by ORR on August 17, 2006.

Twenty-six States submitted data on asylees for TA allocations representing 28 States (data on non-qualified counties in Louisiana and Wisconsin, which are not eligible for TA were submitted by States with qualified counties). Entrant data submitted by States were added to the allocations for TA if the entrant record was verified and date of entry fell within the established five-year date parameters for TA. As a result of this process, ORR made adjustments in this Final Notice.

V. Eligible Grantees

Eligible grantees are: (1) agencies of State governments that are responsible for the refugee program under 45 CFR 400.5 in States containing counties that qualify for FY 2006 TA awards; (2) a replacement designee appointed by the ORR Director pursuant to 45 CFR 400.301(c) if the State authorized the replacement designee to act as its agent in applying for and receiving TA funds; or (3) an agency that has Statewide responsibility for an alternative to the State-administered program in lieu of the State under a Wilson/Fish Alternative Program grant authorized by Section 412(e)(7) of the INA. All such grantees will hereinafter be referred to as "the State."

The Director of ORR has determined the eligibility of counties for inclusion in the FY 2006 TAP on the basis of the method described in *Section VI* of this Final Notice. The use of TA funds for services to

Cuban and Haitian entrants is limited to States that have an approved State plan under the Cuban/Haitian Entrant Program.

The State agency will submit a single application to ORR on behalf of all county governments of the qualified counties in that State. Subsequent to ORR's approval of the State's agency application, the county government or other designated entity will develop local TA plans and submit them to the State agency.

A State with more than one qualified county may determine the allocation amount for each qualified county within the State. However, if a State chooses to determine county allocations differently from those set forth in the Final Notice, in accordance with 45 CFR 400.319, the State must base the final FY 2006 allocations on the State's population of refugees who arrived in the U.S. during the most recent five-year period. A State may use public assistance usage data as an additional factor in the allocation of its TA funds if it so chooses; however, a State may not assign a greater weight to such data than it has assigned to population data in its allocation formula. In addition, if a State chooses to allocate its FY 2006 TA funds in a manner different from the formula set forth in this Final Notice, the State must include its proposed FY 2006 allocations and methodology in the State's application for ORR review and approval.

Applications submitted in response to this Final Notice are not subject to review by State and area wide clearinghouses under Executive Order 12372, Intergovernmental Review of Federal Programs.

VI. Qualification and Allocation

For FY 2006, ORR continues to use the formula that bases allocation of TA funds on the most current five-year refugee arrival data (See Footnote 1, eligible population). TA assistance services are limited to the arrival population residing in qualified counties who have been in the U.S. five years or less. As stated in the FY 1999 notice of proposed availability of TA allocations to States that was published on March 10, 1999 (64 FR 11927), the Director of ORR proposes to determine the qualification of counties for TA once every three years. The FY 2005-FY 2007 three-year project cycle began in FY 2005. Forty-eight counties qualified in FY 2005. FY 2006 is the second year of the three-year project cycle for TAP funds. Davidson County, Tennessee, voluntarily withdrew from the program after the FY 2005 awards were issued.

Forty-seven of the 48 counties that qualified for FY 2005 TAP funds will continue to qualify for TAP FY 2006 funds on the basis of the most current five-year (10/1/00 – 9/30/05) population. The attached Table

1, Table 2 and Table 3 illustrate the Final Targeted Assistance Allocations by Counties, by State and by Targeted Assistance Areas for FY 2006.

A. Qualifying Counties

The Director of ORR determines the qualification of counties for TA once every three years, as stated in the FY 2005 Notice of Final Targeted Assistance Allocations to States, which was published in the Federal Register on September 2, 2005 (70 FR 52408). Since ORR determined the qualification of counties for TA in FY 2005, those qualifying counties determined eligible in FY 2005 and listed in this Final Notice as qualified to apply for FY 2006 TAP funding will remain qualified for TAP funding through the end of FY 2007. ORR does not plan to consider the eligibility of additional counties for TAP funding until FY 2008, when ORR will again review data on all counties that could potentially qualify for TAP funds. ORR has decided to limit the number of qualified counties based on ranking order to the top 47 counties (Table 1) in order to target a sufficient level of funding to the most affected counties. Davidson County, Tennessee withdrew from the TAP in FY 2005 after the TAP awards were issued. ORR redistributed the TAP funds for Davidson County, Tennessee by formula to the 47 qualified counties in FY 2006.

ORR believed that if it made a more frequent re-determination of whether a county qualifies for TA, qualifying counties would not have enough time to adequately address the refugee impact on their counties. Less frequent re-determinations of county qualification could cause counties to not assess the effects of new populations.

B. Allocation Formula

Of the funds available for FY 2006 for TA, ORR would allocate \$43,731,190 by formula to States for qualified counties based on the initial placements in these counties during the five-year period from FY 2001 through FY 2005 (October 1, 2000 – September 30, 2005). ORR uses data from the ORR Refugee Arrivals Data System (RADS) for the final allocation of funds for TA. This includes the total number of refugees, Cuban/Haitian entrants, parolees, and Amerasians from Viet Nam. Data on victims of severe forms of trafficking are from the certification and eligibility letters issued by ORR. Trafficking victims have been eligible for services since October 2000, and their family members since December 2003. States provided data on the number of asylees and entrants who have been served in FY2001 through 2005 through their RRP or social service system. For FY 2001 through 2005, Havana parolees were derived from actual data.

In FY 2006, ORR continued its voluntary process for data submission by States on the number of asylees or entrants served prior to issuance of this final allocations notice. As indicated above, counties that have served asylees were to submit the data to ORR by April 17, 2006, according to the data format sent to States from ORR. At a minimum, counties were advised to submit the following information in order to have their population estimate adjusted to include those asylees whose asylum was granted within the 60 month period ending September 30, 2005: 1. alien number (do **not** include hyphens within the A-numbers); 2. date of birth; 3. asylum grant date; 4. asylee full name; 5. name of state; and 6. name of county. Counties that served asylees with 9-digit A-numbers may submit this data in the same file of those asylees with 8-digit A-numbers. With regard to the data on trafficking victims, States that disagree with the number of trafficking victims shown in Table 1 in the proposed notice were requested to contact ORR.

A county that did not agree with the ORR refugee population estimate for the 2006 proposed TA eligible population (see Footnote 1, eligible population), and believed that its five-year population for FY 2001 - 2005 was undercounted, had to submit by May 2, 2006 to ORR a letter from each local voluntary agency that resettled refugees in the county attesting to the fact that the TA eligible population listed in an attachment to the letter was resettled as initial placements during the five-year period from FY 2001 - 2005 in the county making the claim. ORR did not receive any documentation from States in support of adjustments to TA funding.

Twenty-six States submitted data concerning asylees and entrants to ORR in response to the proposed notice. Data on asylees and/or entrants received from States were verified against the ORR arrivals database (RADS). Additional files received on August 21, 2006, from four States that had previously submitted their data to a person at ORR who was not the designated person to receive the data were also verified against RADS. As a result of this process, ORR made adjustments in this final notice for FY 2006 allocations for TA funds.

VII. Allocations

Counties that were TAG-qualified counties in FY 2005 will continue to be qualified in FY 2006. Data files submitted by 26 States as of August 21, 2006, in the ORR-specified format were matched against the RADS. Only verified data from counties that were TAG-qualified in FY 2005 are included in the final FY 2006 allocations. The allocations tables are:

Table 1-Final Targeted Assistance Allocations by County: FY 2006;

Table 2-Final Targeted Assistance Allocations by State: FY 2006; and

Table 3-Targeted Assistance Areas, FY 2006

VIII. Application and Implementation Process

The deadline for submission of the FY 2006 targeted assistance program (TAP) application is September 22, 2006.

Application Content:

States that are currently operating under approved management plans for their FY 2005 TAP and wish to continue to do so without any changes for their FY 2006 TAP grants may provide the following in lieu of resubmitting the full, currently approved, FY 2005 TAP plan.

The State's application for FY 2006 funding shall provide:

- Assurance that the State's current management plan for the administration of the TAP, as approved by ORR in FY 2005, will continue to be in full force and effect for the FY 2006 TAP, subject to any additional assurances or revisions required by this notice that are not reflected in the current plan. Any proposed modifications to the approved plan that should be identified in the application are subject to ORR review and approval, i.e., if the State assumes local administration of the program or if the State chooses to determine county allocations differently. Any proposed changes must address and refer to all appropriate portions of the FY 2005 application content requirements to ensure complete incorporation in the State's management plan.
- A line-item budget and justification for State administrative costs limited to a maximum of five percent of the total award to the State. Each total budget period funding amount requested must be necessary, reasonable, and allocable to the project.
- TA performance goals as described under *Section IX*.

Implementation Process

States may apply for and receive grant awards on behalf of qualified counties in the State. ORR will make a single allocation to each state on the basis of an approved State application. The State agency will, in turn, receive, review, and determine the acceptability of individual county TAP.

Pursuant to 45 CFR 400.210(b), FY 2006 TA funds must be obligated by the State agency no later than one year after the end of the Federal fiscal year in which the HHS awarded the grant by September 30, 2007. Funds must be liquidated within two years after the end of the Federal fiscal year in which HHS awarded the grant, September 30, 2008. A State's final financial report on TA expenditures must be received no later than ninety days after the end of the two-year expenditure period. If final reports are not received on time, HHS will de-obligate any unexpended funds, including any un-liquidated obligations, on the basis of the State's last filed report.

A separate program announcement was established for the discretionary portion of the TAP. Applications for discretionary TA funds are therefore not subject to provisions contained in this notice but to other requirements that were conveyed separately.

IX. Results or Benefits Expected

All TAP applicants must establish proposed TA performance goals for each of the six ORR performance outcome measures for each affected county-proposed service contract(s) or sub-grant(s) for the next contracting cycle. Applications must include proposed performance goals for each performance outcome measure. The six ORR performance measures are: (1) entered employments, (2) cash assistance reductions due to employment, (3) cash assistance terminations due to employment, (4) 90-day employment retentions, (5) average wage at placement, and (6) job placements with available health benefits. TAP activity and progress achieved toward meeting performance outcome goals are to be reported quarterly on the ORR-6, the "Quarterly Performance Report."

States that are currently grantees for TA funds should base FY 2006 projected annual outcome goals on actual FY 2005 performance. States should have adequate baseline data for all of the six ORR performance outcome measures based on a history of TAP experience in FY 2005.

All qualified counties within States that are current grantees are required to set proposed outcome goals for each of the six ORR performance outcome measures. Counties may use baseline data, as available, and current data as reported on the ORR-6 for social services program activity to assist them in the goal-setting process.

FY 2006 proposed TA outcome goals should reflect improvement over past performance in FY 2005, and strive for continuous improvement during the TAP period from one year to another.

Final TA performance data are due annually (November 15, 2006, for FY 2006), in conjunction with the ORR Government Performance and Results Act cycle.

X. Budget and Budget Justification

TAP applications shall include line-item detail and detailed calculations for each budget object class identified on the Budget Information form (Standard Form (SF)-424A). Detailed calculations must include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated. The detailed budget must also include a breakout by the funding sources identified in Block 15 of the SF-424.

A narrative budget justification must describe how the State derives the categorical costs. Discussion of the necessity, reasonableness, and allocability of the proposed costs is required. ORR is particularly interested in the following:

A line-item budget and justification for State administrative costs limited to a maximum of five percent of the total award to the State. Each total budget period funding amount requested must be necessary, reasonable, and allocable to the TAP. States that administer the TAP locally in lieu of the county, through a mutual agreement with the qualifying county, may request administrative costs that add up to, but may not exceed, ten percent of the county's TAP allocation, to the State's administrative budget.

XI. Reporting Requirements

States must submit quarterly reports on the outcomes of the TAP, using Schedule A and Schedule C of the ORR-6 Quarterly Performance Report (0970-0036).

XII. THE PAPERWORK REDUCTION ACT OF 1995 (P.L. 104-13)

All information collections within this program notice are approved under the following valid Office of Management and Budget (OMB) control numbers: 424 (0348-0043); 424A (0348-0044); 424B (0348-0040); Disclosure of Lobbying Activities (0348-0046); Financial Status Report (SF-269) (0348-0039) and ORR Quarterly Performance Report (0970-0036).

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Public reporting burden for this collection of information is estimated to average 10 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information.

Date: 09/15/2006

Martha E. Newton

Director

Office of Refugee Resettlement